

Minutes from August 29, 2017 East Grand Forks Campbell Library Board meeting

Present: Therese Tiedeman, Karl Ohrn, Henry Tweten, Sharon Budge, Ryan Moe and Charlotte Helgeson.

- I. The meeting was called to order by President Tiedeman.
- II. Minutes were reviewed. A motion was made by S. Budge to approve, second by H. Tweten. Unanimous vote.
- III. July bills were reviewed. A motion was made by K. Ohrn to approve with a second by R. Moe. Unanimous vote.
- IV. Old Business
  - A. K. Anderson, Finance Director, approved using the CDBG funds for the Entry Cabinet Unit Heater upgrade.
  - B. The City Council held a budget special session on Aug. 24. The forwarded library budget was included in the review. Suggestions made by the Council and Mayor included reviewing personnel, capital, funding and new savings for street maintenance and adding to the Fund Balance.
  - C. A volunteer has taken on the maintenance of the two large libraries.
- V. New Business
  - A. Veterans Day falls on a Saturday this year. The Library will close Friday per the City's recognition of the holiday and Saturday for the official date. The holidays for 2018 were reviewed. H. Tweten made a motion with a second by R. Moe to close only the actual day of the holiday with the exception of the following long weekends in observance of holidays:
    - Good Friday, March 30(half day)-April 1, 2018, Friday Noon-Sunday
    - Memorial Day, May 26-28, 2018, Friday-Monday
    - Labor Day, September 1-3, 2018, Friday-Monday
    - Veterans Day, Nov. 11-12, 2018, Sunday-Monday
    - Thanksgiving Day, November 22-25, 2018, Thursday-SundayPassed unanimously.
  - B. After discussion of benefits and consequences to students, teachers, budget and marketing potential, S. Budget made a motion that a teacher and all students visiting the library as a classroom from an East Grand Forks K-12 school may receive a free card. Students may renew their cards without charge within the following school year. Second by R. Moe. Passed unanimously.
  - C. Boiler inspection requirements are being reviewed by the Administration office.
  - D. T. Tiedeman shared a letter from the Dept. of Education confirming receipt of the Library's annual report.
  - E. A request was made to consider a food drive for the local Food Bank due to their low supplies.

Next meeting will be held on September 26, 2017 at 7 a.m. in Seasons Restaurant.